

Office Memorandum • UNITED STATES GOVERNMENT

TO : Director of Central Intelligence DATE: 10 May 1949

FROM : Assistant Director for Reports and Estimates

SUBJECT: Request for Temporary Employment of Provisionally Cleared Personnel

1. The Map Branch is requesting that a temporary, four-month map cataloguing project, involving the recruitment of four temporary employees of P-1 grade, be authorized for the period beginning 1 June 1949. Before this Office submits a statement for consideration by the Projects Review Committee, a decision regarding the provisional clearance of the proposed employees is required.

2. It is requested that the Chief of Inspection and Security be instructed to obtain provisional clearance for recruits to fill the proposed four P-1 positions as soon as the project is approved and the necessary recruitment papers are obtained from the Personnel Officer. These employees would handle only unclassified material in an unrestricted area.

3. The proposed project is justified on the basis that a large proportion of the book and periodical holdings of the Map Branch will be physically transferred from its shelves during the summer months in accordance with arrangements with OCD. In order to make the map catalogue as comprehensive as possible, the many current maps contained in these books and periodicals should be entered into the map catalogue prior to transfer. The regular staff of the Map Library Division is not in a position to undertake this activity on a systematic basis.

s/ [] Deputy
for THEODORE BABBITT

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TO: Assistant Director for Reports and Estimates

FROM: Director of Central Intelligence.

18 May 1949

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